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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, FBIS

DATE: 7 October 1964

FROM : Chief, Tokyo Bureau

SUBJECT: Monthly Progress Report - September 1964

I. OPERATIONS

A. Monitorial

1. Radio Moscow, without any preliminary announcement, added a daily 30-minute Mandarin program at 0615 GMT beginning 1 September. Coverage of this show has been shifted to the Hokkaido Bureau as it followed the repeat pattern of the earlier 0515 and 0545 GMT programs, which are under Hokkaido Bureau's coverage responsibility.
2. Total weekly hours monitored: 257.6 hours (all voice).

B. Editorial

1. During the 7-hour disruption of the Okinawa Bureau's teletype communications on 14 September, the Okinawa Bureau telephoned high precedence traffic relating to the Saigon coup attempt to the Tokyo Bureau, which filed the items by teletype to regular recipients. Unfortunately, because of poor phone circuits the procedure was not completely satisfactory.
2. Moscow and Peking references to the IMF Conference held in Tokyo 7-12 September and the visit of Assistant Secretary of State William Bundy during the latter part of the month were processed and sent to local consumers.

C. Communications

1. Outages on all allocated circuits increased during September. TWA outages increased by 11% to a total of 45% and TWB outages increased by 10% to a total of 68%. WTA outages increased 6% to a total of 35% and WTB outages increased by 20% to a total of 56%. TWA and TWB were out simultaneously 23% of the time while the two Washington to Tokyo circuits were simultaneously out 31% of the time.

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2. Because of outages on the allocated circuits to Washington, approximately 27% of the messages transmitted to Headquarters required rerouting over common user circuits.
3. Although Bureau traffic decreased slightly during the month, the relay center continued to bear a heavy workload due to a steady increase in the volume of theater traffic. For the second consecutive month, total wordage surpassed the 12-million word level.
4. Tokyo Bureau was notified by Tokyo Carrier that a 100-wpm printer has been borrowed from ADA, Camp Drake, and will be placed in operation for test purposes shortly.

D. Lateral Services

1. Tokyo Bureau has discontinued pouching Ulan Bator items originated by the Tokyo and Hokkaido Bureaus to Publications Procurement Officer, American Consulate General, Hong Kong. This requirement is now being handled by the Okinawa Bureau.
2. In compliance with Saigon Bureau's request, the Tokyo Bureau has started filing to Saigon all monitored references to CPR's expansionist designs on Korea, carried in Radio Moscow Korean-language programs.

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E. Technical

The Air Force is planning to install carrier equipment in the Embassy Annex early next year to handle all Embassy (including FBIS) teletype circuits. This is being done to eliminate the use of Tokyo Carrier circuits which the Air Force feels are the weakest link in the local communication system.

II. ADMINISTRATION

A. Personnel

Toward the end of the month the Embassy requested State Department approval of a 10% cost-of-living increase in salaries for local employees. The raise is expected to become effective early in October.

B. Buildings & Grounds

1. Lease S-29-FBO-838 (FBIS) was entered into 15 September.
2. Lease S-29-FBO-728 (FBIS) was cancelled effective 30 September.

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3. A wall of steel shelving, obtained as Air Force surplus property, was erected on two sides of the new storage area in the Annex basement assigned to FBIS. Additional shelving to complete the perimeter wall and provide additional storage space will be erected as it becomes available.

C. Procurement

During the month 16 reels of the RG-85/U coaxial cable mentioned in last month's report were stored at the warehouse in Yokohama and six reels were shipped to Okinawa. An additional 12 reels containing 6,000 feet of RG-85/U were obtained from the 6988th Security Squadron and shipped to the Hokkaido Bureau.

D. Audit

Auditors [redacted] completed a very thorough audit during the month of all Tokyo Bureau financial, property, and personnel records. The audit covered the period from 1 May 1963 through 31 August 1964. Their report states "financial and property controls and procedures were very good and records were well maintained."

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III. OFFICIAL VISITS

A. To the Bureau

[redacted] Chief designate, Saigon Bureau, TDY 1-2 September.
[redacted] Monitor, Okinawa Bureau, 2 September.

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[redacted] Auditors, 8, 10, 11, and 15 September.

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Ralph Rehberg, Embassy General Services Officer, and Frank Trainer, Embassy Communications & Records Branch, 15 September.

[redacted] Librarian, Okinawa Bureau, 16 and 21 September.

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[redacted] Operations Officer designate, Okinawa Bureau, TDY 21-22 September.

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Attachments:

1. Classified Personnel Report
2. Foreign Personnel Report
3. Coverage Report
4. Publishable Wordage

cc: [redacted] (w/o attachments)

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